

Tenants Guide

We have produced this guide to inform Tenants of procedures and requirements and it is therefore important that Tenants read it carefully

Tenancy Application/References

All persons aged 18 or over will complete an Application Form and will be named on the Tenancy Agreement. References will be carried out by a third party company-Rentshield. Payment of Admin and Referencing Fees are required with the completion of application forms. This payment is non-refundable should your application be unsuccessful or withdrawn in certain circumstances. Please note, this payment doesn't constitute a tenancy or offer of a tenancy.

Identification Needed

For each Tenant and any Guarantor we require photograph ID and address ID. Photograph ID can be your passport or driving license and the address ID a utility bill or bank statement dated within the last 3 months.

Right To Rent Checks

We have to carry out Right to Rent checks on all Tenants prior to their tenancy commencing. We will advise you upon application of the types of ID that are required for this. We must see the original required documents, take a photocopy and check the likeness of any photographs to the Tenants; therefore all Tenants must bring the documents into our office.

When do you sign and what do you pay?

Once we have acceptable references and the Landlord has agreed, we will arrange a date with all parties to commence the tenancy. Payment of the first month's rent and deposit is to be paid by cleared funds into our bank account 2 working days prior to your tenancy starting.

Payable with Completed Application Form:

Administration Fee - £210.00 (inc VAT)
Referencing Fee – £120.00 per tenant (inc VAT)

Payable prior to tenancy commencing:

First month's rent in advance
Security Deposit – at least one month rent plus one hundred pounds

And if there are any guarantors to the tenancy:

Guarantors Referencing Fee - £120.00 (inc VAT)
Agreement of Guarantee - £25.00 (inc VAT)

And if the tenant is a company:

Company Referencing Fee - £150.00 (inc VAT)

Tenancy Agreement

At the beginning of every tenancy you will need to sign a Tenancy Agreement which sets out the Landlord's and Tenants' obligations. If a Renewal Tenancy Agreement is drawn up a fee of £50.00 plus VAT will apply. Should Tenants change at any point during the tenancy you must inform us immediately and, subject to your Landlord's agreement, which may include the need to take up new references, we'll prepare new documents for signature. Our fee for this will be £150.00 plus VAT.

Deposit

Before the tenancy commences you will be required to pay a deposit of at least one month's rent plus one hundred pounds. Please note that where Landlords accept pets a larger deposit may be required. The deposit is held against any damages and expenses arising during your tenancy and will not be released until you vacate the property. If we are holding the deposit we'll need written confirmation of any costs for damages to be deducted from the deposit from both parties before any

disputed deposit can be refunded. At the start of your tenancy we'll provide you with details of the deposit scheme protecting your deposit.

Inventory and Schedule of Condition

An Inventory and Schedule of Condition of the property, its contents, furniture, fittings and effects will normally be prepared. It's important that you take care in agreeing the Inventory and Schedule of Condition at the beginning of your tenancy as it will form the basis of any claim for damages, by your Landlord, at the end of the tenancy. At the end of the tenancy the Inventory and Schedule of Condition will be checked. In your own interests we strongly recommend that you are present at the Check-out.

Insurance

The Tenant is responsible for insuring his/her own personal effects and furnishings. Should you require insurance, Rentshield Direct (0800 035 8255) can provide a quotation on both Tenants' contents and liability insurance (which covers against accidental damage to Landlord's fixtures and fittings).

Rental Payments

All rent is payable in advance by Standing Order. All Standing Order payments need to be made three days in advance of your rent date to allow for clearance. Should you find that you cannot make your rental payment on time it's essential you contact us immediately.

Tenant's Obligations

You need to be aware that the responsibility of the property lies with the Tenant during the tenancy. It is your responsibility to make sure that the property is fully secured when you leave it unattended at any time and that any gas or electric problems are reported immediately. During the winter month's necessary steps MUST be taken by the Tenant to prevent the freezing of the water and heating systems.

Agents Obligations

Our obligations will vary depending on which of the following services we provide for your Landlord; Manage the property fully, Let the property and collect rent or Let the property.

Property Visits

Properties may be subject to visits. The purpose of these is to check the condition of the property, its cleanliness, garden maintenance and the way in which the tenancy is being conducted. We will try our utmost to make sure this can be at a mutually agreeable time.

Utilities

Meter readings taken by ourselves at the time of the Inventory/Check-in, if applicable, will be passed on to the relevant utility companies along with your details. Meter readings for the gas, electric and water will be taken at the time of Inventory/Check-in and at Check-out.

Early Tenancy Termination Fee

This may be charged if applicable.

Check-out Fee

Tenants must pay a Check-out Fee of £75.00 (inc VAT) at the end of their tenancy. This shall be deducted by the Agent from the Tenant's deposit at the time of refunding the deposit should there be sufficient funds and payment has not been made previously.

Agents Note: Whilst every care has been taken to prepare these lettings particulars, they are for guidance purposes only, they are not guaranteed. Whittle Parish Management Limited for themselves and for the lessors of the property whose Agent they are state these details do not constitute any part of an offer or contract. All measurements are approximate being for general guidance purposes only and whilst every care has been taken to ensure their accuracy, they should not be relied upon and potential tenants are advised to recheck the measurements.



Whittle Parish

21 Wellington Road, Eye, Suffolk IP23 7BG

£595 pcm



5 Market Hill
Diss
IP22 4JZ

www.whittleparish.com
rentals@whittleparish.com
01379 640886



01379 640886

www.whittleparish.com

Property Features

- Two Bedrooms
- Council Tax Band A
- Central and Sought after Location
- Energy Efficiency Rating D.
- Lots of original features
- Re-decorated throughout

Full Description

Two bedroom semi-detached cottage situated in the village of Eye which offers a wide range of facilities including supermarket, a variety of shops, junior and senior schools and banks.

The accommodation comprises:

ENTRANCE HALL
Window to front. Two UPVC double glazed windows to side.

LIVING AREA
11' 3" x 8' 8" (3.43m x 2.64m)
With original fireplace (not to be used). Double glazed UPVC window to front aspect. Radiator.

DINING AREA
9' x 8' 8" (2.74m x 2.64m)
Double glazed UPVC window to front. Radiator.

KITCHEN
8' 8" x 7' 2" (2.64m x 2.18m)
Fitted kitchen with various base units, stainless steel sink drainer, space for fridge freezer, space for cooker and plumbing for a washing machine. Double glazed UPVC window to front and rear aspect. Tiled flooring.

SHOWER ROOM
Electric shower cubicle, low level WC and hand wash basin.

FIRST FLOOR:

BEDROOM ONE
11' 10" x 8' 8" (3.61m x 2.64m)
Double glazed UPVC window to front and side aspect. Radiator.

BEDROOM TWO
8' 8" x 7' 2" (2.64m x 2.18m)
Double glazed UPVC window to front. Radiator.



OUTSIDE
There is on street parking to the front of the property.

COUNCIL TAX
Band A. Mid Suffolk Council.

